

DEPARTMENT OF PUBLIC WORKS



Permit Section
752 Chestnut St
Redwood City, CA 94063

Tory A. Newman
Director of Public Works

FOR OFFICE USE ONLY

Date Completed: _____

By: _____

REQUEST FOR STREET USE FOR SPECIAL EVENTS

REFERENCE: Section 211019(e), California Vehicle Code
Section 3755.0, San Mateo County Ordinance Code

This request should be filed with the **Permit Section** of the **San Mateo County Public Works Department**, 455 County Center, Redwood City, CA, at least one month before the requested date of street closure.

Described street section to be used. (Attached an electronic route map...ARCGIS compatible).

Hours and Date of Event: _____

Reason for Request: _____

I understand that I and my organization have to comply with the following conditions:

1. Hold harmless the **County of San Mateo** for any and all liabilities and claims that may arise out of the closing of the above described area or as a result of our activities.
2. At least seven (7) days in advance, arrange directly with the **California Highway Patrol** (CHP) office in Redwood City and the appropriate fire protection agency for the protection and warning of traffic.
3. Adhere strictly to the location and time described above.
4. Observe all conditions established as part of the County's approval.
5. Erect barricades, warning and detour signs to control and redirect traffic before the event starts and remove them immediately after the event.
6. Clean the streets and adjacent areas and return them to their prior or better conditions.

Date: _____Signature: _____

Name (Printed or Type): _____

Position with Organization: _____

Name of Organization: _____

Address: _____

Telephone Number(S): _____

(Applicant shall verify with All Departments listed below)

Review:

Local Law Enforcement _____

Fire Agency (Affirmation by Phone) _____

California Highway Patrol (Affirmation by Phone) _____

HOA (Affirmation by Phone) _____

Disapproved (Reason) _____

Approved, subject to the following additional conditions: _____

Approved: _____Permit: DPW _____

Date: _____Signature: _____

Name & Title: _____

Petition for Residential Block Party Street Closure Events

A Block Party is scheduled for _____ day at _____ from _____ to _____.
The County of San Mateo has asked the applicant to coordinate the closure of the street with local residents. Please let us know if you will support this event. A two thirds majority of the residents supporting this event is required before a permit can be issued. Note: missing signatures would be considered an objection.

[illegible]

total residences	support	object	% supporting
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